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21 March 1952

MEMORANDUM FOR: General Counsel

FROM: Assistant Director, OCD

SUBJECT: [REDACTED] request that he
be excused from jury duty.

25X1A

REFERENCE: CIA NOTICE No 34-52, dated 8 March 1952

25X1A

25X1A [REDACTED]
[REDACTED] has been summoned for jury duty in the Circuit Court
for Prince George's County, Maryland, at the Court House, Upper
Marlboro, beginning on the 7th day of April 1952.

25X1A

2. [REDACTED] is the number two man in the Machine Methods
Division of OCD. Upon him will fall a major part of the responsi-
bility and work of getting the Machine Division moved - complete
with all its machines, files, and personnel - from M-Building into
the Riverside Stadium. This move is scheduled to take place in
April, and it will take maximum output from all hands to prevent
it from causing serious disruption to the service which we must
provide to all other offices and staffs.

25X1A

3. I well understand the Agency's reluctance to ask that
any of its personnel be excused from jury duty, but I believe
that the impending critical difficulties and probable confusion
are justification for requesting an exception in [REDACTED]
case. The Machine Division will be having an extremely tough
time in any case during the move, and it will urgently require
[REDACTED] services over the several weeks of shifting
machines and getting the Division reestablished in new quarters.
It must, somehow, find a means to keep up with its daily workload
during this period.

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[REDACTED]
James M. Andrews

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